

# **APPROVED**

## **Downtown Providence District Management Authority**

### **Board of Directors Meeting Minutes**

**May 15, 2014**

#### **1. Roll Call**

**Chairman Richard Lappin called the meeting to order at 8:30 a.m.**

**Directors present: Bert Crenca, Joe DiBattista, Bob Gagliardi, Evan Granoff, Susan LaPidus, Richard Lappin, Chris Placco, and John, Rupp**

**Ex Officio Members present: Lt. Tim O'Hara, Major Tom Verdi, Lisa Paratore, Leo Perrotta**

**Others present: Joelle Kanter, The Providence Foundation Program Manager, Frank LaTorre, Director of Public Space, Alison Izzi, DID Accounting Manager, Frank Zammarelli, Block by Block Operations Manager**

#### **2. City of Providence Update**

**Lt. O'Hara reported that the new 60 person police academy started this month. All the recruits were interviewed by the chief. This is the**

largest class in the history of the police department. The new officers should be on the streets by January 2015 and Lt. O'Hara will be asking for additional bike and foot patrols in the district. Currently the district has 2 patrol officers in cars, 1 bike unit and 2 or 3 rangers. He reported that the rangers facilitated an arrest for 2nd degree robbery in Kennedy Plaza and the bike unit made 9 arrests in Greater Kennedy Plaza last week. Lt. O'Hara also reported that the Roxy has agreed to increase their security detail to 4 on Saturday and add Mounted police for a big event.

### **3. Approval of the minutes from the April 17th 2014 Board Meeting**

Director Joe DiBattista motioned to approve the minutes from the April board meeting and Director Chris Placco seconded the motion and a roll call vote was held as follows:

Director Crenca

Director DiBattista

Director Gagliardi Yes

Yes

Yes

Director Granoff

Director Lapidus

Director Placco

Director Lappin Yes

Yes

Yes

**Yes**

**Director Rupp Yes**

**Therefore the motion passed**

#### **4. Discussion and VOTE on April 2014 Financial Statements**

**Director Chris Placco motioned to accept the April 2014 financial statements as presented, Director Bob Gagliardi seconded the motion, and a roll call vote was held as follows:**

**Director Crenca**

**Director DiBattista**

**Director Gagliardi Yes**

**Yes**

**Yes**

**Director Granoff**

**Director LaPidus**

**Director Placco**

**Director Lappin Yes**

**Yes**

**Yes**

**Yes**

**Director Rupp Yes**

**Therefore the motion passed.**

## **5. Presentation and VOTE on 2015 Draft Budget**

**Alison Izzi presented the proposed draft budget for 2015 and the projected year end budget for 2014. For fiscal year ending 6/30/14, net income from operations is projected to be \$24,950 vs \$119 budgeted. The surplus is the result of a decrease in rent expense and a lower than expected Block by Block expense due to several ambassadors**

being out on worker's compensation claims. The Capital Equipment Reserve at 6/30/14 is at \$36,000 with \$43,000 of capital asset expenditures expected in 2015. The difference of \$7,000 will be funded from the current year operating surplus. Special Projects for 2015 will be funded with unrestricted funds from prior years and include \$70,000 for supplemental clean and safe services in Greater Kennedy Plaza. Revenue for 2015 will increase by approximately \$50,000. This is the result of an increase in overall property values in the district. At 6/30/14 Total Reserved Assets are projected to be \$319,701 with Total Unreserved Assets at \$191,883.

Director Chris Placco motioned to accept the 2015 draft budget as presented, Director John Rupp seconded the motion, and a roll call vote was held as follows:

Director Crenca

Director DiBattista

Director Gagliardi Yes

Yes

Yes

Director Granoff

Director Lapidus

Director Placco

Director Lappin Yes

Yes

Yes

**Yes**

**Director Rupp Yes**

**Therefore the motion passed.**

#### **6. Report from the Director of Public Space**

**Frank LaTorre reported that on May 13th RIDOT confirmed that the ADA sidewalk project is scheduled to go out to bid in September 2014. Even though this construction work is scheduled to go out to bid, Frank noted that the monies are not authorized for the actual construction project until Congress passes the federal Transportation Funding Act. Frank reported that the new Gateway gardens are prepared and ready to plant. He is working with Randy Collins and RIDOT to acquire complimentary granite to accent one of the gateway sites. He is also working on adopt-a-spot sponsors for these sites. He reported that the new bike hitches have arrived and will be installed**

sometime next month and work continues with the HRP and the Downtown Security Network.

## **8. Marketing Report**

Joelle reported that the [bringyourcompanytolife.com](http://bringyourcompanytolife.com) website was recently upgraded by NAIL. Social media links were added along with organizational information and simplified contact forms. NAIL is also designing a print piece to supplement the site. Joelle also reported that the content for the new 2104 business directories is being finalized and will go to print next month. The community information kiosks have been redesigned and the new panels will be installed next month.

## **9. Economic Development and Other Matters**

Dan Baudouin reported that the City's 2015 budget does not include an increase in taxes and indications are that the Mayor will support this. He also reported that that Providence Foundation is working on the issue of tax stabilization to generate more construction activity downtown.

## **10. Report from Block by Block**

Frank Zammarelli reported that he is behind schedule due to the

weather but will most likely catchup next week, weather permitting. Planters will be planted first. Hanging baskets are at the nursery and look good. They will be installed the last week of May. The gardens at LaSalle Square and Emmitt Square will not be planted this year because of the planned road construction. The soil in these gardens has been used in the new gateway planting areas. The summer temporary help will start June 1st.

#### **11. Executive Session under R.I.G.L. 42-46-5(1) to discuss employee compensation**

Chairman Richard Lappin made a motion to go into Executive Session to vote on employee compensation matters relating to the 2015 budget. Bob Gagliardi seconded the motion and a roll call vote was taken as follows:

Director Crenca

Director DiBattista

Director Gagliardi Yes

Yes

Yes

Director Granoff

Director Lapidus

Director Placco

Director Lappin Yes

Yes



**Yes**

**Yes**

**Director Rupp Yes**

**Therefore the motion passed.**

**After voting to conclude the Executive Session and resume the open meeting, a motion was made and seconded to adjourn the meeting.**

## **12. Adjournment**

**The meeting was adjourned at 10:20 a.m.**

**Respectfully submitted,**

**Alison Izzi**  
**Accounting Manager**  
**Downtown Improvement District**